
IDAHO STATE BOARD
OF
ACCOUNTANCY



STRATEGIC PLAN
FISCAL YEARS 2005 - 2008

Submitted July 1, 2004

STATE BOARD OF ACCOUNTANCY

This document contains the Strategic Plan for the Idaho State Board of Accountancy, a self-governing regulatory board authorized under Chapter 2, Title 54, *Idaho Code*. All costs of operating the Board are paid from fees collected by the Board. The Board consists of seven members, appointed by the Governor, five of whom hold current certified public accountant licenses, one who is either a licensed public accountant or certified public accountant, and one who is a public member not engaged in the practice of accounting. Appointments are for five years.

The board is charged with the following:

- To protect the public.
- To adopt and enforce rules of professional ethics and conduct to be observed by certified public accountants and licensed public accountants.
- To determine and review the qualifications of applicants for the Uniform CPA exam and to administer this exam.
- To grant CPA certificates to those who have met the legal requirements.
- To annually renew licenses.
- To administer the Continuing Professional Education Program and monitor compliance with this program.
- To conduct administrative hearings.
- To register public accounting firms.
- To oversee the Peer Review Program.
- To administer other provisions of *Idaho Code* Chapter 2, Title 54.

STATE BOARD OF ACCOUNTANCY

MISSION STATEMENT

The Board regulates the professional conduct of practitioners of public accountancy through the adoption of rules and the enforcement of statutes regarding qualifications, professional ethics and conduct for all certified public accountants and licensed public accountants in the state of Idaho.

VISION

The Board strives to provide cost effective and efficient services that are relevant to the needs of the public. Through these services, we promote the reliability of financial information and the protection of the economic welfare of the citizens of the state.

EXTERNAL FACTORS AND CHALLENGES

National concerns about accounting and auditing practices are paramount to the profession. Each State Board of Accountancy needs to position itself to act swiftly to protect the public.

The Uniform CPA Examination converted from a paper-based exam to a computer-based exam in April 2004. The Board's must continue to educate our exam candidates about the changes, enhance our processes to handle the new approach, and assist in maintaining exam security in the new testing environment.

GOALS

There are three functional areas addressed in the Board's goals:

Control and Regulation

Licensing

Examination

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GOALS

1. CONTROL AND REGULATION

To provide effective control and regulation of all certified public accountants and licensed public accountants.

Objective 1.1

To respond to all valid complaints within 30 days of notification.

Strategies:

Issue complaint packets within 24 hours of the request.

Follow up on verified complaints within five days.

Take additional appropriate action within prescribed time frames.

Outcomes:

In a timely and effective manner, provide enforcement of the act and rules that govern the professional conduct of CPAs and LPAs.
Protecting the public against fraudulent and unethical behavior.

Outputs:

Number of inquires regarding complaints.
Number of complaint packets issued.
Number of valid complaints received.
Number of formal complaints filed.
Number of licenses suspended.
Number of licenses revoked.
Number of stipulations signed.
Number of hearings held.
Time frame for each step in the complaint process.

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GOALS

1. CONTROL AND REGULATION (continued)

Objective 1.2

To monitor compliance with Continuing Professional Education requirements.

Strategies:

Review all CPE documentation for adherence to requirements.

Issue annual license renewals to licensees no later than May 15th.

Conduct CPE audits for at least 5% of all licensees.

Outcome:

Promotion of continuing education, compliance with standards of practice, and competence of licensees.

Outputs:

Number of licensees who completed the required hours of CPE.

Number of licensees who did not complete the required CPE.

Number of licensees who requested an extension of time.

Number of licensees who requested waivers.

Number of licensees who requested lapsed status.

Number of licensees who requested an inactive license.

Number of licensees who requested a retired license.

Number of licensees that default to lapsed status because administrative requirements were not met.

Number of Audits conducted.

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GOALS

1. CONTROL AND REGULATION (continued)

Objective 1.3

To monitor compliance with the Peer Review Program.

Strategies:

Identify firms that are subject to Peer Review.

Track firms that have or have not completed Peer Review.

Develop a methodology for bringing those firms that did not complete a Peer Review into compliance.

Refer firms with repeat modified or adverse Peer Reviews to the Investigative Committee.

Outcome:

High quality standards are maintained in those firms required to adhere to Peer Review processes.

Outputs:

Number of firms registered.

Number of firms that successfully completed a Peer Review.

Number of firms that did not complete a Peer Review.

Number of firms with repeat negative findings in Peer Reviews.

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GOALS

2. LICENSING

To issue licenses and certificates to those applicants who meet all requirements and conditions.

Objective 2.1

To review all applications for licensure and issue certificates and licenses as appropriate.

Strategies:

Review applications and issue licenses within an average of 30 days from the date of receipt.

Review those applications requiring additional information within an average of 60 days from the date of receipt.

Outcome:

Applicants meet all requirements of the law.

Outputs:

Number of applications filed.

Number of days elapsed for application processing.

Number of licenses issued.

Number of new licensees.

Number of applicants denied for licensure.

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GOALS

3. EXAMINATION

To administer the Uniform Certified Public Accountant Examination in a manner that meets all requirements of the law and national standards, while promoting efficiency and economy.

Objective 3.1

To administer the Uniform CPA examination.

Strategies:

Process exam applications within 30 days of receipt.

Provide for the safe-keeping of all exam records.

Oversee the test delivery centers for compliance with requirements.

Outcome:

Persons licensed as CPAs will possess special competence and qualifications in accountancy.

Outputs:

Number of applications filed.

Number of applicants notified within time frames.

Number of candidates who passed the Uniform CPA Exam.

Number of candidates who failed the Uniform CPA Exam.